

Subject: Gateway to L.A. Administration Contract
From: Eugene Van Cise
Date: 12/07/2015 02:43 PM
To: "lhughes@gatewaytola.org" <lhughes@gatewaytola.org>

Laurie,

The administration contract for the renewal of the Gateway to L.A. BID has been attested. A signed original will be mailed to you. Beginning January 1, 2016 your new contract number is C-126729.

All City of Los Angeles contractors, including BIDs, are now required to download, complete, sign, and upload applicable contract documents onto the Los Angeles Business Assistance Virtual Network (BAVN) website located at:

http://www.labavn.org/misc/docs/BAVN_Registration.pdf

In order to do this, go to the web address above, follow the instructions to create an account for Gateway to L.A., Inc. and follow the instructions to upload the attached contract documents. When this is completed, email me your BAVN Company ID Number.

Eugene Van Cise

Management Analyst II

Office of the City Clerk

(213) 978-1315 <tel:%28213%29%20978-1315>